

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, June 14, 2005**

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 14, 2005 with the following members present: Dennis Falken, Deanna Santema, Emil Klavetter and Donald Larson. Also present: Stephanie Vogel, Stacy Steffensen, Robert Hill, Ted Eggebraaten, Vicki Buseth, Brian Eclov and Jill Fier. Commissioner Mary Negstad was absent for personal reasons.

Chairperson Dennis Falken called the meeting to order.

## **CONSENT AGENDA**

Chairperson Falken declared the Consent Agenda approved without objection from the board. The Consent Agenda consisted of the agenda for the June 14, 2005, Commission Meeting, and the minutes from the June 7, 2005, Commission Meeting, Welfare Matters, and Travel/Education Requests. Welfare Matters: Case #05-092 for utilities was approved; Case #05-091 for utilities was approved with conditions; Case #05-050AB for utilities was approved; Case #05-093 for utilities was approved; Case #05-058 for hospital costs was denied; and Case #05-094 for utilities was approved. A travel request for Laurie Tangen to attend the DermaScan Relay for Life on June 11, 2005, in Madison, SD was approved; to attend the SHIINE Program on June 13, 2005, in Madison, SD was approved; to attend a parenting class on June 28, 2005, in Watertown, SD was approved; to attend and judge a fashion revue on July 8, 2005, in Flandreau, SD was approved; and to attend and judge at the Moody County Achievement Days on July 21, 2005, in Flandreau, SD was approved. A travel request for Joyce Caugherty to work in the Sioux Falls office on June 17, 2005, and June 28, 2005, was approved.

## **ROUTINE BUSINESS**

Motion by Klavetter, second by Larson, to approve the following claims. Roll call vote: Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion passes.

A&B Business Equip, copier maint \$84.05; Ag First Coop, prometon \$34.08; Aragon, Martha, inmate translator \$50.00; Ault, Cyndi, payroll advance \$500.00; Avera Health Plans, cobra pmt \$463.88; Bakken, Kelly, payroll advance \$500.00; Black Book, used car guide \$48.00; Bob Barker Co., inmate supplies \$549.30; Bowker, Gary, registration and class supply fees \$50.00; Bowes Construction, asphalt \$852.42; Bozied Oil Co, car washes \$67.00; Brookings Auto Mall, seal \$1.99; Brookings Area CPR CTC, CPR certification cards \$60.00; Brkgs City Utilities, \$14,900.14; Brkgs Co Treasurer, stamps & postage \$279.00; Brkgs Daily Register, employment & severe weather ads, public notices \$946.16; Brookings Engraving, coins \$400.40; Brkgs Police Dept, animal control, E911 dispatch 2<sup>nd</sup> & 3<sup>rd</sup> Qtrs \$72,500.00; Brkgs Public Library, services 2<sup>nd</sup> Qtr \$6,250.00; Brown, Denise, payroll advance \$500.00; Burghardt Amateur Center, spotter raido \$433.92; Buseth, Vicki, mileage \$16.64; Bus Systems Inc, transport \$49.20; Butler Machinery, antifreeze/cutting edge \$1,134.30; CDW Government Inc, extra memory \$201.70; C&R Supply, vacuum switch, electric motor \$387.27; C&W Repair, labor and repair \$199.06; Calhoon, Clyde, reimbursement for victim/witness \$28.23; Career Learning Center, cleaning of Comm Health \$195.00; Cellular One, cell service \$767.91; Central Business Supply, office supplies, toner, copier maint contracts \$1,854.45; Century Business Product, copier maint \$44.69; Cook's Recycling, commercial service, fuel \$334.36; Dataline, printer ribbons \$374.00; Darin's Auto Body, 6-1A repair \$525.70; Dell Marketing, Optiplex computer \$1,208.14; Den-Wil, nurses rental \$788.12; Dept of Transp, contracts \$6,691.19; Dietrich, Donna, MI hearing \$123.77; Drake Equip, parts \$124.06; East Dakota Water Dev, monthly water conserve \$6,093.12; Einsphar Auto, 2005 Durango & Crown Victoria, car maint \$46,465.92; Ekeren, Marv, MI hearing \$15.00; Elite Business Systems, copier maint \$63.60; Farmer's Coop, chemical \$733.61; Fergen's, patches/alterations \$39.50; Ferno-Washington, inflatable shelters \$6,196.00; Fingerpint America, kids fingerprint cards \$318.00; First District Assoc, 3<sup>rd</sup> Qtr \$6,519.00; Fite, Robert, CAA \$781.40; Fixit Shop, rekey locks \$50.00; Foerster Wholesale Supply, supplies \$79.85; G&K, laundry services \$312.58; Carol Glantz, insurance premiums reimbursements \$569.05; Goldies Radiator, new radiator

\$1,040.00; Governor's Inn, hotel for conference \$382.00; Graham Tire, tires \$222.02; Hagedorn, James, payroll advance \$500.00; Harold's Photo Center, mini lab finishing & 3mm camera \$278.75; Hauff Mid-America, county shirts, jacket navigators \$701.85; Haugen, Richard, payroll advance \$500.00; Heldt, Gary, mileage \$99.84; Hendricks Farmers Lumber, railroad ties/lumber \$359.42; Hy-Vee, medicine/inmate meals/jury meals/supplies \$8,818.98; IPMA-HR, membership \$147.00; Index, supplies \$48.50; Insty Prints, business cards \$47.58; Integrated Business Solutions, security system installation, hardware \$12,310.36; Interstate Telecom, database \$713.45; Klavetter, Emil, mileage/meals \$167.72; Klingbale, Larry, gas/mileage \$42.00; Kloster, Mel, mileage \$279.40; Kneebone, Dale, payroll advance \$500.00; Kooistra, Nelva, MI hearing \$15.00; L&L Parts, generator \$37.58; Lewis & Clark Mental, MI hearing \$130.00; Lilla, Christopher, payroll advance \$500.00; Linweld, welding supplies \$29.12; Lyle Signs, sings \$3,416.50; MCCann, M.E., CAA \$866.46; MCI, telephone \$289.19; M&T Fire, extinguisher refills/6 yr maint \$122.00; Macksteel, flat bar/angles \$1,166.80; Manatron, yearly support \$4,233.00; Mastercard, gas \$66.74; Matt's Auto, interior cleaning \$45.00; Mediacom, internet \$55.95; Meteorologix, weather center subscription \$996.00; MidStates Audio, acoustic panels, sound system \$13,112.27; Mills Property Mgmt, rental/janitorial \$3,222.08; Minnehaha Co. Juv, foster care \$330.00; NADA, used car guide \$60.00; Nat'l 4-H Council, folders/portfolio \$271.05; Negstad, Mary, mileage \$46.08; Nelson, Nancy, CAA \$955.34; Nielsen's, alternator/installation/equip \$1,314.64; Office Systems Inc, office supplies \$503.35; Olson, Robert, payroll advance \$500.00; Otis Elevator, service \$930.34; Outlaw Graphics, weed decals \$468.00; Peart & Assoc, uniform items/patches \$1,248.11; Pierce, Irene, postage \$19.60; Progressive Farmer, subscription \$13.00; Proval Users Conference, 2 reg fees \$670.00; RFD, publications \$1,232.82; Rainbow Car Wash, washes \$40.20; Ramkota Inn, spring conv rooms \$375.00; Rental Depot, mini tiller rental \$10.95; Dept of Revenue, blood tests/monthly serv/admin fees \$229,951.61; River City Financial, execution \$250.00; Rude's Home Furnishings, bookcase \$157.00; Rufer, Susan, jail admin training \$61.00; Runnings Big "R", janitorial supplies \$276.78; Santema, Deanna, mileage/meals \$485.80; SDAAO, Assessor's school registration \$800.00; SD Fed Property Agency, supplies/auto parts \$209.90; SDSU Extension, telpak chrgs \$11.00; SDSU Workstudy, work study hrs \$145.50; Shepardson's Hardware Hank, supplies \$178.97; Sinai Coop, diesel fuel \$972.00; Sioux Falls Two-Way Radio, parts/labor \$1,847.85; Sioux Valley Wireless, cell service \$35.95; Software Services, services \$1,137.50; SPAN Publishing, law book \$116.10; Spence, Krista, payroll advance \$500.00; Sprint, phone \$60.65; State of SD, network fees \$41.63; Stee, Rose, mileage/meals \$179.16; Steffensen, Chad, rent \$335.00; Stoltenburg, Michael, payroll advance \$500.00; Streicher's, ladder \$372.95; Sturdevant's Auto, parts \$264.58; Sweebe, Bart, payroll advance \$500.00; Sweebe, Bart, jail admin training \$61.00; Tangen, Laurie, mileage/conference \$433.26; Thompson, Krista, payroll advance \$500.00; Uncle Sam Jam, donation \$1,000.00; UPS Store, shipping \$14.60; VanDiest Supply, chemical \$5,055.00; Verizon Wireless, cell service \$346.39; Vlasman, Barry, CAA \$457.83; Vogel, Stephanie, mileage/meals \$501.60; Volunteers of America, foster care \$2,070.00; Wagner Real Estate, inspection fees \$1,000.00; Walmart Community, supplies \$485.74; West Group, lawbooks \$924.80; City of White, water/sewer/electric \$56.29; Whittington, Keri, payroll advance \$500.00; Xerox Corp, copier maint \$111.46; Yankton Co. Sheriff, MI hearing \$33.00; Yankton Co. Treasurer, MI hearing \$93.55; Juror/Witness Fees: Aaron, David \$10.64; Beattie, Patricia \$101.28; Betlach, Melanie \$102.56; Bothwell, Ronald \$15.12; Clifford, Randy \$16.40; Davis, Michael \$102.56; Debeer, Rachelle \$18.32; Deleeuw, Mary \$102.56; Desmet, Mary \$29.20; Dicke, Allan \$151.66; Egeberg, Aaron \$12.56; Fitzpatrick, Daniel \$11.28; Galipeau, James \$102.56; German, Chris \$103.84; Gross, Tim \$14.48; Hansen, Verne \$15.12; Hornick, Michael \$19.60; Hubbard, Andrew \$140.96; Krogman, Sharon \$103.84; Little, Hazelle \$10.64; Miller, Kathryn \$10.64; Molengraaf, I \$13.84; Molengraaf, John \$16.40; Nelson, Ken \$10.64; Newman, Paulette \$14.48; Otten, Danae \$29.20; Plut, Theresa \$14.48; Short, Robert \$20.24; Steen, David \$10.64; Sutton, Steven \$13.20; Swenning, Ila \$15.12; Thielen, Michelle \$20.00; Ulmer, Joyce \$101.28; Vanderwal, Lawrence \$17.04; Vincent, Reid \$18.32; Weeks, William \$102.56; Whitlatch, Perry \$102.56; Will, Michael \$119.20; Zelinsky, Christine \$12.56

## AUDITOR'S REPORT

Election Supervisor Stacy Steffensen presented the Auditor's Report. Be it noted, Steffensen submitted the Auditor's Account with the Treasurer for May 2005.

May 2005

Total amount of deposits in banks	\$11,739,936.92
Total amount of actual cash:     Currency	\$9,641.00
Cash	\$90.50
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days	\$64,001.39
Itemized list of all items, checks, and drafts in Treasurer's possession over 3 days	\$74.00
Insufficient checks	\$1,165.98
TOTAL	\$11,814,909.79

Commissioner Larson left the meeting to attend a speaking engagement.

### APPROVAL OF PLATS

Motion by Klavetter, second by Santema, to approve and authorize the chair to sign Resolution #05-27. A Resolution for the Plat of Block 1 Selken Addition in the N ½ SW ¼ of S16-T110N-R52W of 5<sup>th</sup> PM Brookings County, SD. Roll call vote: Klavetter “Aye,” Santema “Aye,” Falken “Aye.” Motion passes.

Motion by Santema, second by Klavetter, to approve and authorize the chair to sign Resolution #05-28. A Resolution for Block 1 VanKooten Family Farm Addition located in the NE ¼ NE ¼ and Government Lot 4, Section 9, T110N, R51W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Roll call vote: Santema “Aye,” Klavetter “Aye,” Falken “Aye.” Motion passes.

Motion by Klavetter, second by Santema, to approve and authorize the chair to sign Resolution #05-29. A Resolution for the Plat of Block 1 Engelstad Addition in Government Lots 3 and 4 of S34-T112N-R47W of 5<sup>th</sup> PM Brookings County, SD. Roll call vote: Klavetter “Aye,” Santema “Aye,” Falken “Aye.” Motion passes.

Motion by Santema, second by Klavetter, to approve and authorize the chair to sign Resolution #05-30. A Resolution for the Plat of Lot 1, Ullman Addition in the E ½ of the SE ¼ of Section 7, Township 111 North, Range 49 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Roll call vote: Santema “Aye,” Klavetter “Aye,” Falken “Aye.” Motion passes.

Motion by Klavetter, second by Santema, to approve and authorize the chair to sign Resolution #05-31. A Resolution for the Plat of Block 1 Nelson Addition located in the NW ¼ of Section 10, T111N, R51W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Roll call vote: Klavetter “Aye,” Santema “Aye,” Falken “Aye.” Motion passes.

### AUTOMATIC SUPPLEMENT

Motion by Santema, second by Klavetter, to approve the following Automatic Supplements for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$9,390.23; Reason: Program funding for 2003 DOJ/OJP Equipment Grant Reallocation-First Project; Line #22600X4296222. Roll call vote: Santema “Aye,” Klavetter “Aye,” Falken “Aye.” Motion passes.

### REGULAR BUSINESS

Motion by Klavetter, second by Santema, to approve and authorize chair to sign the Release of Reclamation Liability forms to allow for permit release from minerals and mining. Roll call vote: Klavetter “Aye,” Santema “Aye,” Falken “Aye.” Motion passes.

Motion by Santema, second by Klavetter, to approve and authorize chair to sign the East River Electric Power Cooperative Force Account Agreement for BRF 6050(1) PCN 00CW, temporarily relocating an electric line to accommodate Brookings County’s Bridge Replacement Project, in the amount of \$12,000. Roll call vote: Santema “Aye,” Klavetter “Aye,” Falken “Aye.” Motion passes.

Motion by Klavetter, second by Santema, to approve and authorize the chair to sign Resolution #05-26. A Resolution authorizing the purchase of a crack sealant melter based upon the price and terms established through the County of McCook, South Dakota, bid process in the amount of \$23,500.00. Roll call vote: Klavetter “Aye,” Santema “Aye,” Falken “Aye.” Motion passes.

A RESOLUTION AUTHORIZING THE PURCHASE OF A  
CRACK SEALANT MELTER BASED UPON THE PRICE AND TERMS  
ESTABLISHED THROUGH THE COUNTY OF MCCOOK,  
SOUTH DAKOTA, BID PROCESS

WHEREAS, the Brookings County Highway Department needs a Crack Sealant Melter; and

WHEREAS, the COUNTY OF McCOOK, SOUTH DAKOTA, has recently gone through a competitive bidding process for a 2004 or newer Crack Sealant Melter, such bidding process culminating in the bids being opened on December 21, 2004, and approved on December 21, 2004; and

WHEREAS, BROCK WHITE COMPANY was the lowest responsible bidder under such COUNTY OF McCOOK, SOUTH DAKOTA, bid process and BROCK WHITE COMPANY is willing to sell a 2004 or newer Crack Sealant Melter to BROOKINGS COUNTY under the same terms and options as available to the COUNTY OF McCOOK, a copy of such bid specifications and bid having been filed at the Brookings County Auditor's Office; and

WHEREAS, pursuant to SDCL 5-18-18, BROOKINGS COUNTY is authorized to purchase equipment from the lowest responsible bidder of an item competitively bid by another local government entity at the bid price or less.

NOW THEREFORE, BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase one 2004 or newer Crack Sealant Melter from BROCK WHITE COMPANY based upon the bid price, or less, as established through the competitive bidding process of the COUNTY OF McCOOK, with the unit and specifications consistent with the McCook County bid specifications.

That such machine shall be delivered on or before July 15, 2005.

That the total purchase price of said machine, as per the McCook County bid, shall be \$23,500.00.

Adopted this 14<sup>th</sup> day of June, 2005.

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Chairperson  
Brookings County Board of County  
Commissioners

ATTEST:

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Brookings County Auditor

Motion by Santema, second by Klavetter, to approve and authorize the chair to sign the Right-of-Way Donation Form for Project #BRO 8006(42) PCN 6325, structure #06-220-079. Roll call vote: Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Treasurer, Vicki Buseth, met with the board to distribute the May 2005 Treasurer's Report and a Delinquent Tax Payment Agreement. Motion by Klavetter, second by Santema, to approve and authorize the chair to sign the Delinquent Tax Payment Agreement between Terry and Ellen Schwenk and Brookings County. Roll call vote: Klavetter "Aye," Santema "Aye," Falken "Aye." Motion passes.

Motion by Klavetter, second by Santema, to approve the revised Intergovernmental Contract for the South Dakota Public Assurance Alliance. Roll call vote: Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Motion by Klavetter, second by Santema, to take from table, action on the 2006 E911 Budget, tabled from June 7, 2005. Roll call vote: Klavetter "Aye," Santema "Aye," Falken "Aye." Motion passes.

Motion by Santema, second by Klavetter, to approve the 2006 E911 Budget. Roll call vote: Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

### COMMISSION ASSISTANT/PERSONNEL DIRECTOR REPORT

Motion by Santema, second by Klavetter, to approve and authorize the chair to sign the Request to Fill Vacancy for a General Maintenance Worker. Roll call vote: Klavetter "Aye," Santema "Aye," Falken "Aye." Motion passes.

Commission Assistant/Human Resources Director, Stephanie Vogel, distributed the USDA Flash Report and several email correspondences from the South Dakota Association of County Commissioners. She also discussed correspondences from the Teamsters Union representative and from the Pennington County Commissioners. There was also discussion on submitting a resolution making marijuana a noxious weed. Vogel mentioned the letter sent to Delaine "Doc" Knaus from Deputy State's Attorney, Wm. Mark Kratochvil, regarding the nuisance problems and the discussion at the previous week's board meeting.

Vogel updated the board on her recent trip to Milwaukee, WI, for a risk management conference.

Be it noted, the board approved the purchase of office furniture for the new Planning and Zoning Office.

### COMMISSIONER'S OPEN DISCUSSION

Commissioner Emil Klavetter reported on the Planning and Zoning Board Meeting.

Commissioner Deanna Santema reported on the RSVP meeting.

The board discussed sending a letter of support to the Pennington County Commissioners to assist in their attempts to keep Ellsworth Air Force Base from closing. Motion by Klavetter, second by Santema, to send a letter of support to the Pennington County Commissioners for keeping Ellsworth Air Force Base open. Roll call vote: Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

## ADJOURNMENT

Chairperson Falken declared the meeting adjourned until 8:30 a.m. on Tuesday, June 21, 2005.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Stacy Steffensen  
Brookings County Auditor's Office